

REQUEST FOR PROPOSAL FOR RETAIL ELECTRIC SUPPLY

The Columbus and Franklin County Metropolitan Park District ("Metro Parks") is seeking proposals to meet the power requirements of the park district's various electric services. Metro Parks invites qualified electric Energy Service Companies to submit their qualifications and proposals to provide Metro Parks with an appropriate electrical energy supply. The Request for Proposal document for this project is available by logging onto www.metroparks.net. Go to About Us then click on Contract Bidding. Click on this project under Projects in Progress and you will be able to view the entire RFP in PDF format.

Proposals are due no later than 12:00 noon (EST), Friday June 23, 2017 and can be submitted to french@metroparks.net or mailed to Metro Parks, 1069 West Main Street, Westerville, OH 43081.

Metro Parks reserves the right to accept the lowest and most responsive proposal, the right to waive irregularities in any proposal, the right to accept the proposal which promotes the best interest of the Board, and the right to reject any and all proposals or any part thereof.

In accordance with Ohio Revised Code Section 307.87 this shall serve as notification that this notice is available on Metro Parks' internet web site by logging onto www.metroparks.net. Go to About Us then click on Contract Bidding. Click on this project under Projects in Progress and you will be able to view the notice in PDF format.

By order of the Board of Park Commissioners
Kay French
Project Manager

REQUEST FOR PROPOSAL
FOR
RETAIL ELECTRIC SUPPLY

PROPOSAL ISSUE DATE: June 2, 2017

PROPOSALS DUE: June 23, 2017

1.0 Introduction

This Request for Proposals ("RFP") contains the information and requirements for interested Energy Service Companies ("ESCOs"). The Columbus and Franklin County Metropolitan Park District ("Metro Parks") is seeking proposals to meet the power requirements of the park district's various electric services. Metro Parks will be seeking offers for a term up to 26 months, with the possibility of renewing for up to an additional 36 months, if conditions are favorable, at the sole discretion of Metro Parks. Metro Parks' current electrical supplier is Champion Energy Services, and purchased as a retail customer. This contract expires with the round of Metro Parks' power bills to be issued during the month of October 2017.

Metro Parks issues this RFP for most Metro Parks locations which includes both major power using locations and many smaller load meters such as security lights and pump stations. Metro Parks seeks to procure competitively its electric power supply to meet its loads at such facilities pursuant to one or more contract(s) for electric supply.

Metro Parks invites qualified electric ESCOs to submit their qualifications and proposals to provide Metro Parks with an appropriate electrical energy supply as identified in this RFP. All proposals will be evaluated based on the criteria within this RFP to determine which proposal provides the optimal combination of price, reliability, and service quality.

ESCOs responding to this RFP are required to do so in accordance with the instructions and format contained herein. Respondents are required to complete all sections of this RFP. If a section is not applicable or if the respondent does not wish to offer certain information, please explain why such information is being withheld or not applicable. Metro Parks reserves the right to waive any irregularities, at its sole discretion.

ESCOs interested in responding shall register with Metro Parks by sending an email to Kay French at: french@metroparks.net with the following information:

Bidder's Name, mailing address, telephone number, email address, and contact person

This will ensure that you will receive any updated information, including questions and answers by any potential bidder, throughout the proposal period.

1.1 Description of Services to Be Provided

Metro Parks seeks to procure all products and services necessary for the supply and delivery of electric power to Metro Parks's facilities as described in this RFP.

1.1.1 Capacity and Energy Services

The Electric Supply shall include, at a minimum, adequate capacity and energy availability to Metro Parks. "Energy" means three-phase, 60-cycle alternating current expressed in megawatt hours.

1.1.2 Ancillary Services

The ESCo may, in addition, propose to provide other ancillary services, except those services which the ESCo is required to provide.

1.1.3 No Duplicative Charges

The ESCo may not propose to charge for any service which Metro Parks is required to purchase from American Electric Power.

NOTE: The ESCo shall provide consumption data with the monthly invoice to Metro Parks.

2.0 Selection/Evaluation Criteria

Bids will be evaluated based on:

- Pricing
- Qualifications and experience of the ESCo's personnel with implementing energy saving contracts.
- Compliance with bidding requirements
- Experience/past performance
- Financial viability of The ESCo
- Reputation/references
- Services offered
- Other value-added benefits – example: one monthly invoice (supplier charges included on AEP's monthly invoice)

Metro Parks reserves the right to select none, one, or more than one of the responses for further investigation, consideration or negotiation. Metro Parks reserves the right to waive irregularities, at its sole discretion. Metro Parks reserves the right to reject any and all bids and terminate negotiations with any ESCo, at any time, for any reason. Neither issuance of this RFP, nor commencement of negotiations with any ESCo will be deemed to create any commitment or obligation on the part of Metro Parks to enter into a binding agreement with any ESCo.

3.0 Selection Timeline/Award Process

The following time schedule is estimated for this project:

RFP issued	June 2, 2017
Bidding/pricing responses due	June 23, 2017
Top 3 will be identified	June 28, 2017
Updated pricing by top 3 due	July 5, 2017
Bidding/pricing evaluation complete	July 6, 2017
Resolution submitted to Park Board	July 11, 2017
Award/execute contract	July 12, 2017
Rolling Initiation	October, 2017

Metro Parks reserves the right to change the dates at its sole discretion. In the event of any change, ESCos that have expressed interest in responding to this RFP will be notified in writing via e-mail.

ESCOs are strongly encouraged to submit their most favorable offer initially. However, Metro Parks reserves the right to award a contract in whole or in part based on a final negotiation with one or more ESCo(s).

Metro Parks must receive all responses, by 12:00 p.m. EST on June 23, 2017. Upon receipt of the responses, Metro Parks may request additional information from one or more bidders. Additional information may include, but is not limited to, requesting formal oral presentations, interviews with proposed manager and/or key employees, an interview with another municipal supply client of the respondent. Any additional requested information, oral or written, will become part of ESCo's proposal.

Issuance of this RFP does not compel Metro Parks to purchase electricity and/or services. Metro Parks reserves all rights to reject any or all of the proposals, wholly or in part, and to waive any technicalities, informalities, or irregularities in any proposal that do not materially affect the integrity or effectiveness of the RFP process. Metro Parks further reserves the right to analyze proposals in detail, and to award a contract which Metro Parks, in the exercise of its sole and absolute discretion, believes to be in its best interest. Metro Parks also reserves the right to cancel or reissue this RFP.

4.0 Metro Parks Information

Additional information will be provided upon request per the question process described in section 9.0 below.

4.1 Load

The locations of current monthly electric services/bills paid for by Metro Parks are displayed in Attachment A. Approximately 66 entries are found in the attachment. The number in the KWH column represents the approximate annual usage. Meters are dispersed throughout Metro Parks. Metro Parks has included a signed Ohio Customer Letter of Authorization form.

Any ESCo seeking to obtain further, specific information about the energy requirements of Metro Parks, including load and load profiles, where available, will be required to do so at their own expense. Metro Parks will not be responsible for any costs incurred for obtaining or using such information. Metro Parks will not be responsible for ESCo's interpretation of such information.

4.2 Delivery Requirements and Options

Metro Parks shall not pay any extra charges for any facility resulting from ESCo's difficulties encountered in making deliveries or incurring any charges necessary to fulfill the provisions of this contract.

5.0 Term

Metro Parks requires pricing proposals up to a 26 month term commencing on approximately October 1, 2017. Metro Parks may extend this contract, for up to an additional 36 months, if conditions are favorable, at the sole discretion of Metro Parks.

6.0 ESCo Information and Statement of Qualifications

Each ESCo is required to complete the ESCo Information and Statement of Qualifications document that is included in the proposal section below. The document needs to be signed by an officer of the ESCo's Company.

7.0 Price Proposal

The ESCo shall state its prices in dollars for Electric Supply and related services as follows:

- Energy prices shall be stated in 2017 cents per kilowatt hour
- Pricing for services provided in response to this RFP shall contain all charges for the commodity and services bid. There shall be no additional charges not incorporated in the bid price.
- Prices may not include penalties for loss of load due to unforeseen demographic trends. Historical load data incorporated in the RFP is provided for informational purposes only and does not represent a purchase commitment. Metro Parks' load may change over time.
- Pricing will include 100% swing.

The ESCo is required to follow the pricing options for Energy as follows:

Metro Parks requests that ESCo provide pricing on Options A and Option B listed below. A fixed rate is requested for both options unless a change in law occurs.

OPTION A

Provide a price for providing 100% of Metro Parks' full requirements for up to a 26 month term. For this option, please provide a fixed rate without capacity. Metro Parks may accept or reject the option.

OPTION B

Provide a price for providing 100% of Metro Parks' full requirements for up to a 26 month term. For this option, please provide a fixed rate with capacity. Metro Parks may accept or reject the option.

The Term in all cases will begin on October 1, 2017 but a rolling start is anticipated as billing cycles for various accounts come due.

8.0 Bid Submission

- Metro Parks must receive all responses by 12:00 p.m. (Noon) on June, 23, 2017.
Responses submitted after that date/time will not be considered.
- All terms of proposals and prices shall remain valid 60 days from the date and time of Metro Parks' receipt of the ESCo's response. However, the ESCo shall provide updated or refreshed pricing as Metro Parks may require in the selection process.
- The ESCo must provide all information required in this RFP. In addition, the ESCo may provide any other information or materials it deems appropriate in support of its bid.
- Please mail or email response to:

Metro Parks
Attention: Kay French
1069 W. Main St.
Westerville, OH 43081

Email: french@metroparks.net

9.0 Questions

Questions on this RFP may be submitted by e-mail only. Questions will be answered in writing via e-mail and forwarded to all ESCos that request a response and have provided an e-mail address. Please submit your questions to the e-mail address provided above. This is the sole point of contact for the ESCos. The last date/time to submit questions is June 20, 2017 at 12:00 PM or 72 hours before the bid opening.

Attachment A				
Metro Parks Historical Data				
Account No.	SDI No.	Location	KWH	Rate Tariff
074-671-955-0-4	00140060701663725	9937 Opossum Hollow Rd	11	SGS 830
079-315-848-0-4	00140060709195421	9935 Opossum Hollow Rd	2,074	SGS 830
100-002-640-1-9	00040621070867444	9470 Columbus Pike Rear	24,222	MGS 840
100-244-432-0-1	00040621029605724	2820 Watkins Rd	8,715	Residential Service 820
100-268-309-0-0	00040621037246095	5486 Jackson Pike*	10,560	SGS 206
100-299-622-5-4	00040621025202055	5484 Jackson Pike	3,220	Residential Service 822
100-312-640-2-0	00040621086556400	9688 Columbus Pike	30,800	MGS 840
100-461-063-2-3	00040621086387753	7309 E Livingston Ave	403,100	MGS 850
100-692-411-1-4	00040621078648722	4265 E Dublin Granville Rd		Outdoor Light - 911
100-871-614-0-1	00040621093693435	1271 Darby Creek Dr	123,040	MGS 840
101-036-880-2-3	00040621051189524	5368 Cherry Bottom Rd	10,691	SGS 830
101-128-964-0-1	00040621096010180	5172 Jackson Pike Unit B	618	SGS 206
101-503-411-2-0	00040621044744513	4425 State Route 161	20,551	MGS 840
101-683-623-1-6	00040621022697561	1406 Schrock Rd Unit C	7,033	SGS 840
101-869-821-2-9	00040621018763481	1775 Darby Creek Dr	33,883	MGS 840
102-283-623-1-4	00040621073559143	1400 Schrock Rd	20,448	SGS 830
102-429-764-0-4	00040621057517570	7180 E Walnut St	9,218	SGS 206
102-463-019-0-6	00040621074731934	4170 Bowen Rd	9,932	SGS 830
102-556-472-1-5	00040621002919993	1069 W Main St Bldg C	114,400	MGS 840
102-744-080-1-1	00040621083450532	4265 State Route 161	24,540	SGS 830
102-860-711-1-2	00040621025971015	3860 Bixby Road	28,974	MGS 840
103-038-573-2-9	00040621063141213	13911 State Route 256 Rear	23,759	MGS 840
103-045-521-1-9	00040621008481943	5486 Jackson Pike*	18,000	MGS207
103-102-640-2-2	00040621080212484	9470 Columbus Pike Front	4,630	SGS 830
103-311-063-2-7	00040621034034805	6801 E Livingston Ave	2,883	SGS830
103-399-622-1-8	00040621020677911	5486 Jackson Pike	1,240	Residential Service 014
103-463-058-0-7	00040621010343643	1775 Darby Creek Dr*	8,160	SGS 206
103-472-823-0-2	00040621043705012	1298 Darby Creek Dr	941	SGS 830
103-561-063-2-7	00040621098606184	7309 E Livingston Ave	35,001	MGS8 840
104-392-411-1-7	00040621025254174	4255 State Route 161	8,130	SGS 830
104-532-784-0-9	00040621028062605	3473 Brice Rd	1,598	SGS 830
104-603-411-1-7	00040621022966744	4425 State Route 161	7,093	SGS 830
104-691-657-0-7	000'0621053299091	685 Powell Rd	6,566	SGS 830
104-783-623-1-1	00040621059745562	1406 Schrock Rd Unit D	14,618	MGS 840
104-791-640-1-3	00040621046787182	9466 Columbus Pike	11,570	SGS 830
104-841-063-2-2	00040621004680204	6973 E Livingston Ave	1,072	SGS 830
104-969-821-2-4	00040621029102721	1785 Darby Creek Dr	25,682	MGS 840

105-280-591-2-3	00040621039976215	6889 Riding Trail Dr	527	SGS 830
105-383-623-1-9	00040621053232855	1406 Schrock Rd Unit A	10,054	SGS 830
105-513-411-2-5	00040621064970032	4527 State Route 161	1,164	SGS 830
105-756-140-0-2	00040621030354291	4675 Cosgray Road	13,271	MGS 207
105-867-474-0-3	00040621036788464	5172 Jackson Pike, Unit A	42,597	MGS 207
106-333-067-0-8	00040621035421871	4265 State Route 161 Unit SS	2,083	SGS 830
106-411-063-2-2	00040621043227510	6801 E Livingston Ave	13,855	SGS 830
106-892-411-2-2	00040621028697921	4293 State Route 161	14,228	MGS 840
107-083-295-0-2	00040621088572605	2755 Amity Rd	6,162	SGS 830
107-112-640-1-9	00040621032921570	9680 Columbus Pike	20,709	MGS 840
107-492-411-1-2	00040621031531564	4265 State Route 161 Unit ES	5,944	SGS 830
107-891-640-3-4	00040621026607144	9470 Columbus Pike	1,063	SGS 830
107-894-330-0-9	00040621025486944	4601 Baldwin Road	27,952	MGS 207
107-941-063-1-9	00040621018198050	6975 E Livingston Ave	9,895	SGS 830
108-425-460-4-5	00040621002766791	777 Powell Rd	858	SGS 830
108-450-063-2-8	00040621071878262	6707 E Livingston Ave	28,604	MGS 840
108-465-181-0-7	00040621000403692	5800 Harrisburg Grgsvl Rd		Outdoor Light 917
108-483-623-2-2	00040621087070743	1406 Schrock Rd Unit B	16,927	MGS 840
108-613-411-1-2	00040621049771201	4529 State Route 161	40,292	MGS 840
108-669-821-2-6	00040621065107652	1761 Darby Creek Dr	29,011	MGS 840
108-802-135-0-8	00040621067891744	5172 Jackson Pike Unit C	249	SGS 206
108-826-880-2-0	00040621019449841	5364 Cherry Bottom Rd Front	3	SGS 830
109-328-630-0-3	00040621002948763	3860 Bixby Rd	16,098	MGS 840
109-338-496-0-5	00040621030423614	6975 E Livingston Ave Unit Bldg	7,153	MGS 840
109-356-472-1-3	00040621041718854	1069 W Main St Apt B	20,189	Residential Service 820
109-426-880-1-0	00040621034791280	5330 Cherry Bottom Rd Rear	1,047	SGS 830
109-469-963-0-2	00040621019908495	1775 1/2 Darby Creek Dr	463	SGS 830
109-511-063-2-6	00040621004933043	6821 Livingston Ave	15,527	MGS 840
109-751-937-0-6	00040621024386603	4265 E Dublin Granville Rd	7,908	SGS 830
		*new meters/locations - estimated annul KWH		



Ohio Customer Letter of Authorization
For Release of Customer's Electric Utility Account
Number/SDI and/or Non-Residential Historical Interval Data

Customer Name: Columbus and Franklin County Metro Parks
Customer Address: 1069 W. Main St.
City, State, Zip: Westerville, OH 43081 Phone Number: 614-895-6203
Authorized Person/Title: Bill Ruff/CFO
Account/SDI Number: attached For multiple account/ SDI Numbers, please
attach spreadsheet in Microsoft Excel format containing the accounts/SDI(s) for which you are requesting
usage.

Competitive Retail Electric Service (CRES) Provider (Includes Brokers, Power Marketers)

CRES Name: _____
Address: _____ Phone Number: _____
Email: _____

Initial box for release of specific account information to CRES Provider listed above:

☒ **Account/SDI Number Release:** The above named customer authorizes the release of
their Account Number/Service Delivery Identification Number. This information is to be used for one
or all of the following: enrollment in a product or service; and/or obtaining usage data for pricing of a
product or service.

☒ **Interval Historical Energy Usage Data Release:**

The above named customer authorizes the release of up to 12 months of _____ kwh data,
if available. (**Please fill in the blank with your request**, e.g., Summary, IDR, Cap/Tran, Hourly,
30-minute, 15-minute, etc.) Broker/CRES agrees to \$50 charge per SDI, if applicable. This
information is to be used for pricing of a product or service.

**I realize that under the rules and regulations of the Public Utilities
Commission of Ohio, I may refuse to allow AEP Ohio to release the
information set forth above. By my signature, I freely give AEP Ohio
permission to release the information designated above.**

Bill Ruff
Signature

5/16/2017
Date

Expiration Date: _____, or this authorization will expire one year from the date of the
customer signature, whichever is sooner.

Rev. 05-10-2016

PROPOSAL

Submitted by _____
NAME of COMPANY/PARTNERSHIP/PROPRIETORSHIP

TO Metro Parks, for Retail Electric Supply as specified, all in accordance with the specifications provided therefor.

The signer of the Proposal, as bidder, also declares that the only person, persons, company, or parties interested in the Proposal, are named in this Proposal, that he has carefully examined all documents relative to the specifications, that he or his representative has made such investigation as is necessary to determine the character and extent of the services to be provided and he proposes and agrees that if this Proposal be accepted he will enter into a contract with Metro Parks.

The Proposal shall include the following:

The proposal signed by a person duly authorized to bind the bidder to a contract.

The price proposal completely filled in.

Bidder's Signature and Business Information and corresponding Affidavit if a corporation.

ESCo Information and Statement of Qualifications.

Delinquent Personal Property Tax Affidavit - ORC 5719.042, notarized.

Any other documents required by the plans or specifications.

Failure to provide the above documents or information may render your bid informal and may be cause for rejection.

PRICE PROPOSAL

Metro Parks reserves the right to reject any and all proposals or any part thereof. Alternate bids will be considered. Proposal must be typewritten or completed in ink to be considered valid.

	Supplier	26 month	Other _____
Option A-Fixed Rate without capacity	_____	_____KWH	_____KWH
Option B - Fixed Rate with capacity	_____	_____KWH	_____KWH

Proposal submitted by _____

____ Corporation* ____ Partnership ____ Proprietorship

Signed by _____

Signature _____

Address _____

City/State/Zip _____

Phone _____ Email _____

Federal Identification Number _____

Date _____

*Include affidavit

BIDDER'S SIGNATURE AND BUSINESS INFORMATION

Bidder: _____

Prepared by: _____

Bidder is: ____ Corporation ____ Partnership ____ Proprietorship

Residence of bidder, if individual: _____

If Partnership:

Names of Partners: _____

If Corporation:

Organized under the laws of the state of _____

Name/Address of President: _____

Name/Address of Treasurer: _____

Note: Persons signing the bid form on behalf of corporate bidders must attest to the fact that they have the authorization to obligate the corporation.

AFFIDAVIT

(To be executed if the bidder is a corporation)

COUNTY OF:

STATE OF:

_____, being duly sworn, deposes and says that he/she

is Secretary of _____
Name of Corporation

a corporation organized and existing under and by virtue of the law of the State

of _____, and having its principal office at _____

_____. Affiant further says that

he is familiar with the records, minute books and by-laws of _____

_____.
Corporation Name

Affiant further says that _____
Officer's Name

is _____ of the corporation and is duly authorized to
Title

sign a contract for _____ for said
Project Description

corporation by virtue of _____.
(Bylaws or Resolution of Bd. of Directors)

Affiant

Sworn to before me this _____ day of _____.

Notary Public

County of _____, State of _____

My Commission expires _____

ESCo Information and Statement of Qualifications

This document must be submitted with the bid proposal documents. Failure to comply can result in rejection of the bid.

All questions must be answered. If an answer is omitted, please give the reason.

All data requested must be clear and comprehensive. Answers to these questions are to be provided on separate sheet(s) and titled "Statement of Bidder's Qualifications".

A. General Information:

Information requested below is to be provided for the entity that will be signing a purchase contract and /or guarantee. Please provide all information possible for that entity. If information for that entity is not available, provide the information for the parent company and clearly mark it as such.

1. Name of legal entity to enter into an agreement with Metro Parks if selected.
2. Date firm was established (respondent company and parent).
3. Years of experience providing gas or electricity to municipal utilities
4. Are you a PUCO-certified supplier?

B. Services Offered/Value Added /Risk Mitigation:

Provide an explanation of services offered or other factors that you would like Metro Parks to consider during the evaluation process.

C. ESCo's Contact Person

1. Name and Title
2. Address
3. Office phone number
4. Email Address
5. Alternate contact person and their information

D. ESCo's References - Provide 3 supply references with the following information for each reference:

1. Name of Company and contact person
2. Address
3. Phone Number
4. Email Address
5. Date formal relationship was initiated
6. Description of work performed
7. Status of relationship

E. Record of Performance:

State whether your firm, or affiliates, have ever defaulted or failed to deliver on a firm supply contract (electric or natural gas). If so, please explain the circumstances of the default.

Provide the details of any pending or completed/settled litigation within the past five (5) years involving (i) services provided by the ESCo or (ii) the obligations of any guarantor of services provided by the ESCo.

Name of Bidder
by _____
Signature
Title _____

AFFIDAVIT

Section 5719.042 O.R.C.

State of _____, County of _____ ss:

_____ being first duly sworn, deposes and

says that he is the _____

Title

of _____

(Name of Vendor)

and as its duly authorized representative states that effective this _____

day of _____ (date of submission of bid) the

(Name of Vendor)

() is charged with delinquent personal property taxes on general list of personal property in Franklin County, Ohio, or any other counties containing property in the taxing districts under the jurisdiction of the Auditor of Franklin County, Ohio.

() is not charged with delinquent personal property taxes on the general list of personal property in Franklin County, Ohio, or any other counties containing property in the taxing districts under the jurisdiction of the Auditor of Franklin County, Ohio.

COUNTY

AMOUNT (include total amount and any penalties and interest thereon.)

Franklin

\$ _____

\$ _____

\$ _____

(Affiant)

Sworn to and subscribed this _____ day of _____

Notary Public

My commission expires _____.